

**REGULAR MONTHLY MEETING**  
**Mayor and Council**  
**Borough of Harrington Park, New Jersey**  
**Monday, May 21, 2012**  
**MINUTES**

**Call Meeting to Order**                      **Time: 7:02**

**(PAH) Mayor's Announcement**

In compliance with Chapter 231, Public Law 1975, adequate notice of the meeting was made. It is included in the Annual Meetings posted on the bulletin board in the Municipal Center. Copies have been mailed to, the BERGEN RECORD, NORTHERN VALLEY PRESS and the SUBURBANITE. A copy has been filed with the Borough Clerk and copies have been mailed to individuals requesting same.

**(ALB) Roll Call**

- |                                  |                               |
|----------------------------------|-------------------------------|
| 1. Councilman Napolitano-present | 4. Councilman Roth-present    |
| 2. Councilman Quantmeyer-absent  | 5. Councilman Dunlea-present  |
| 3. Councilman Evanella-present   | 6. Councilwoman Chung-present |

Also present:

Ms. Ann H. Bistriz-Borough Clerk  
Mr. John R. Dineen-Borough Attorney

**(ALB) Flag Salute**

**MEETING PROCEDURE:**

- 1. Call Meeting to Order (Mayor)**
- 2. Mayor's Announcement (Mayor)**
- 3. Roll Call (Borough Clerk)**
- 4. Flag Salute (Borough Clerk)**
- 5. Minute Approval(s) (Mayor & Borough Clerk)**
- 6. Correspondence (Borough Clerk)**
- 7. Reports of Committees (Council Members)**
- 8. Old Business**
- 9. New Business**
- 10. Mayor's Report-Remarks, Announcements, Proclamations**
- 11. Public Discussion-Open-Motion**
- 12. Public Discussion-Close-Motion**
- 13. Ordinance (s)**
- 14. Ordinance (s) Second Reading**
- 15. Closed Session-Motion-Second**
- 16. Adjournment**

**(PAH) Suspension of Regular Order of Business**

**Presentation to the Girls Travel Basketball Team**

**Motion GE**

**Second JR**

## **Vote AIF**

The Mayor presented awards to the 5<sup>th</sup> Grade Basketball Travel Team. He commented that tonight's flag salute was the best ever, thanks to them. He said they have done a tremendous job coming together with a lot of exercise, training, practice, and great leadership and support. He thanked the parents for their participation, which makes it possible. The coaches thanked the girls; one coach likened the team members to links in a strong chain. Harrington Park's 5th Grade Girls Basketball Travel Team is the champion of the Bergen Travel basketball League.

The young ladies finished first place, in the high level of competition with a record of 13 and 3. Team members include:

Jaimee Calabrese	Noelle Gonzalez	Allison Hargrove	Irene Kang
Ryan Murphy	Casey Rochford	Cara Schettino	Elizabeth Venezia
Emily Walker	Hayley Wilcox		

## **(PAH)Regular Order of Business**

**Motion to open the meeting to the public: GE**

**Second: JR**

**Vote: AIF**

William Maltin, Kohring Circle

Asked permission to carry out his annual cleanup at Highland Field on July 7, 8:00am-11:00am. The Mayor voiced the appreciation of the Council. He asked if there were any special needs. William said not at present but thanked him and said he would let him know. The Mayor congratulated William on his achievements.

Don Capasso, Cooper Place

Asked about the police cars sitting at Ward Way. Greg Evanella stated that they were inactive and were to be auctioned (Ms. Bistriz said perhaps in July). Mr. Evanella said that Ward Way was used as a (less than ideal) storage area and that some of the components were valuable.

GE moved to close the meeting to the public, second JR. AIF.

## **(PAH) Minutes Approval**

Special Meeting-April 2, 2012

Agenda Meeting-April 9, 2012

Regular Meeting-April 16, 2012

GE moved to approve minutes from April 2 and 16, second JR. AIF

AN moved to approve minutes from April 9, second JC. No discussion. AIF, GE abstained.

## **(PAH) Consent Agenda-Resolutions**

**(AN) LOSAP PROGRAM-Addendum A**

**(JR) Refund of 2012 Tax Overpayments-Addendum B**

**Payment of Claims-Addendum C**

**Resolution Adopting Governing the Use of Electronic Communications Between  
Municipal Officials Discussing Municipal Business-Addendum D  
(JD) Venture Crew Car Wash-Addendum E**

	MOTION	SECOND				
Roll Call Vote			YES	NO	ABSTAIN	ABSENT
NAPOLITANO	x		x			
QUANTMEYER						x
EVANELLA			x			
ROTH			x			
DUNLEA		x	x			
CHUNG			x			

**Consent Correspondence**

**SEE ADDENDUM “AA”**

Consent Correspondence be accepted and become a part of this meeting without Discussion

**Motion: GE**

**Second: JD**

**Vote: AIF**

**Councilman Napolitano**

**(AN) Planning Bd., Bd. of Adjustment, Construction, Fire**  
No report

**Councilman Quantmeyer**

**(GQ) Recreation Commission, Environmental Commission**  
**Personnel & Performance Evaluations**  
Town Day Fireworks-September 8, 2012  
Lighting of Walking Paths-Fields 1 & 2

**Councilman Evanella**

**(GE) Police, Municipal Court, Public Assistance**

GE gave a synopsis of Captain Maalouf’s report: 513 service calls, 245 traffic Calls. 1 criminal incident; 1 report of a missing person, later resolved. 7 crashes (1 injury), 52 traffic summonses, 2 written warnings.  
GE read from the report concerning two possibly related incidents in which a white male made inquiries about the inhabitants of a home on Hackensack Avenue.  
O&E budget: \$21,000 out of the \$63,400 budget has been used, largely to outfit the new officers. Overtime: \$61,900 out of the \$110,000 budget has been used. The amount should reduce when the 2 officers on injury leave return. If not, however, the amount budgeted will not be sufficient.

**Councilman Roth****(JR) Finance, Administration & Exec., Grants, Newsletter**

No report

**Councilman Dunlea****(JD) DPW, Recycling, Building & Grounds**

Bleachers were delivered and will be assembled by the DPW, probably during the next week or so. The trees on Schraalenburgh are scheduled to be cut down on 5/29/2012.

**Councilwoman Chung****(JC) Board of Health, Sanitation****Liaison to Board of Education**

She attended the Recreation Commission meeting (5/16) and reported that Brian Eifert spoke about the need to be more diligent about certification. Also, Town Day Committee would like to have fireworks and are looking into donations. They would like permission. Also, regarding Neglia's report on the walking path, they would like to proceed with a base bid and grant process.

**Old Business**

AN spoke about the narrowband noncompliance with the FCC and would like to look into it.

GE said that the Police Committee is continuing to work diligently to resolve the issues related to the Police Department and possible promotions, but has not met since the last meeting of the Mayor and Council.

**New Business**

GE stated that due to 2 resignations in the School Marshal ranks, the Captain asked whether it would be prudent to put the word out through the officers and Council to find people to apply. He said yes and asked the Council for comments. Mr. Dineen said it is always good to advertise, in addition, even in the newsletter or on the sign board.

**(JD) NJDOT 2012 Round of Paving Funds-Applications are now being accepted**

If interested in applying for grants, now is the time to get started. Ms. Bistriz will contact Marlene Casey if Council wishes.

JC brought up the fireworks issue. Discussion about additional costs to the Borough followed. The Recreation Commission estimated needing to raise \$8,000-10,000 . The general feeling from the Council is that if they can raise the money they should go ahead and the Mayor thanked JC for sitting in on the meeting.

**(PAH) COAH Plan**

The state is looking to reclaim any COAH trust funds that have been inactive for four years there is no plan. The Mayor would like to ask Mr. Hakim to visit to discuss. The Mayor had spoken with ex-Assemblywoman Vandervalk. There is about \$50,000 in

question. Mr. Hakim would probably just charge for a couple of hours. The Council does not object to having him discuss this with Council.

### **Mayors Report**

He would like to have an ad hoc committee for ordinance review. The Mayor's immediate concern is the Property Maintenance Code, which has caused some problems, with enforcement. He would like to appoint AN as chair, assisted by GE and JD. He will appoint Joe Zavardino to be involved as well. The Mayor thanked those who volunteered.

The Mayor has investigated securing historic grant funds to be used for the Old Burying Ground. However, Harrington Park cannot apply for the funds available due to unclear designation of ownership.

Anyone with influence with an Assembly member should write to ask for the return of the Energy Receipt Tax money, better to have that than a promise of decreased state tax.

The Memorial Day Parade, 9:30am on May 28<sup>th</sup>-the Mayor asked all Councilmembers to join him in marching.

### **Ordinances Addressed all at one time**

	MOTION	SECOND				
Roll Call Vote			YES	NO	ABSTAIN	ABSENT
NAPOLITANO			x			
QUANTMEYER						x
EVANELLA		X	x			
ROTH	x		x			
DUNLEA			x			
CHUNG			x			

### **First readings By Title**

**(JR) Proposed Ordinance #669-Salaries-Addendum F, second reading June 11, 2012**

**(AN) Proposed Ordinance #670-Requiring the Issuance of a Certificate of Continued Occupancy-Addendum G, second reading June 19, 2012**

**(AN) Proposed Ordinance #671-Sewer Use-Addendum H, second reading June 19, 2012**

**(AN) Proposed Ordinance #672-Ordinance to Amend Fees to be Paid by Persons Conducting Business With the Borough of Harrington Park and to Provide For Payment of other Fees-Addendum I, second reading June 19, 2012**

**(AN) Proposed Ordinance #673-Ordinance Amending Section 131-2 Fee Schedule Chapter 131 of the Code of the Borough of Harrington Park Entitled "Fee Schedule"-Addendum J, second reading June 19, 2012**

GE asked about the fee schedule. Ms. Bistriz said she had asked Joe and he said that the fee schedule is accurate as is (number 3, 25% seems wrong to GE). Ms. Bistriz will check again. It can be amended on second reading.

GE said that he has learned that it is very difficult to get an old cemetery (Old Burying Ground) on the state registry unless a historic event happened there.

### **No Closed Session**

### **Motion to Adjourn**

JR moved to adjourn, second JD. Meeting adjourned at 7:55pm.

### **Addendum A** **RESOLUTION** **LOSAP PROGRAM**

**WHEREAS**, the Borough of Harrington Park has adopted a LOSAP program for the members of the volunteer Fire Department; and

**WHEREAS**, Edward C. Serrano, President of Harrington Park Fire Company No. 1 has certified that certain eligible members meet the established criteria , a copy of said list of eligible members being attached hereto;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Harrington Park hereby authorizes the Borough Treasurer to initiate the LOSAP payments in the names of those deemed eligible to receive them.

### **Addendum B** **PAYMENT OF CLAIMS CERTIFICATION**

**I hereby certify that funds are available for the following disbursements:**

<b>2011 Appropriation Reserves</b>	<b>\$</b>	<b>948.05</b>
<b>2012 Current Fund</b>	<b>\$</b>	<b>968,911.68</b>
<b>Payroll (April)</b>	<b>\$</b>	<b>184,860.89</b>
<b>Capital Fund</b>	<b>\$</b>	<b>78,815.32</b>
<b>Trust Fund</b>	<b>\$</b>	<b>8,264.12</b>
<b>Dog Revenue</b>	<b>\$</b>	<b>34.80</b>

### **Addendum C** **FROM THE TAX COLLECTOR'S OFFICE** **REFUND OF 2012 TAX OVERPAYMENTS**

**WHEREAS**, the Tax Collector has determined that the following taxpayers have overpaid 2012 second quarter property taxes by the following amount:

<b>Block 102, Lot 11</b>	<b>Kyung Lee</b>	<b>\$48.00</b>
	<b>29 Second Street</b>	
	<b>Harrington Park, NJ 07640</b>	

Mail Refund to: CoreLogic Tax Services  
1 CoreLogic Drive  
West Lake, Texas 76262  
Attention: Refund Unit

<b>Block 103, Lot 5</b>	<b>Sang W. &amp; Crystal Lee</b> <b>60 First Street</b> <b>Harrington Park, NJ 07640</b>	<b>\$1,870.44</b>
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Mail Refund to: CoreLogic Tax Services  
1 CoreLogic Drive  
West Lake, Texas 76262  
Attention: Refund Unit

<b>Block 111, Lot 3</b>	<b>Colleen E. Fellowes</b> <b>10 Lohs Place</b> <b>Harrington Park, NJ 07640</b>	<b>\$252.63</b>
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Mail Refund to: CoreLogic Tax Services  
1 CoreLogic Drive  
West Lake, Texas 76262  
Attention: Refund Unit

<b>Block 205, Lot 14</b>	<b>Paul Bogosian</b> <b>2 Amelia Court</b> <b>Harrington Park, NJ 07640</b>	<b>\$505.00</b>
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<b>Block 401, Lot 12</b>	<b>James &amp; Anastas Orfan</b> <b>20 Beechwood Place</b> <b>Harrington Park, NJ 07640</b>	<b>\$623.00</b>
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<b>Block 414, Lot 7</b>	<b>Michael &amp; Debra Felberbaum</b> <b>38 Ridge Road</b> <b>Harrington Park, NJ 07640</b>	<b>\$80.59</b>
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<b>Block 610, Lot 8</b>	<b>Colleen M. Casenta</b> <b>186 Tappan Road</b> <b>Harrington Park, NJ 07640</b>	<b>\$43.00</b>
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<b>Block 909, Lot 4</b>	<b>Rosanna Zekic</b> <b>273 Harriot Avenue</b> <b>Harrington Park, NJ 07640</b>	<b>\$322.00</b>
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<b>Block 909, Lot 11</b>	<b>Robert &amp; Katherine Jaeger</b> <b>23 George Street</b> <b>Harrington Park, NJ 07640</b>	<b>\$549.71</b>
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Mail Refund to: CoreLogic Tax Services  
1 CoreLogic Drive  
West Lake, Texas 76262  
Attention: Refund Unit

<b>Block 1203, Lot 5</b>	<b>Peter Krasnov 23 Elm Street Harrington Park, NJ 07640</b>	<b>\$527.00</b>
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<b>Block 1310, Lot 3</b>	<b>Steven R. &amp; Cynthia Burstein 120 The Parkway Harrington Park, NJ 07640</b>	<b>\$2,944.00</b>
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Mail Refund to: CoreLogic Tax Services  
1 CoreLogic Drive  
West Lake, Texas 76262  
Attention: Refund Unit

<b>Block 1503, Lot 9</b>	<b>Robert E. &amp;Kiran A. Griffith 93 Bogerts Mill Road Harrington Park, NJ 07640</b>	<b>\$24.76</b>
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Mail Refund to: CoreLogic Tax Services  
1 CoreLogic Drive  
West Lake, Texas 76262  
Attention: Refund Unit

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Harrington Park, County of Bergen, State of New Jersey, that the Borough Treasurer/Tax Collector be and is hereby authorized and directed to prepare the necessary check as listed above.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Borough Treasurer/Tax Collector.

#### **Addendum D RESOLUTION**

#### **RESOLUTION ADOPTING POLICY GOVERNING THE USE OF ELECTRONIC COMMUNICATIONS BETWEEN MUNICIPAL OFFICIALS DISCUSSING MUNICIPAL BUSINESS**

WHEREAS, the Open Public Meetings Act (OPMA) defines a meeting as “any gathering whether corporeal or by means of communication equipment, which is attended by, or open to, all of the members of the public body, held with the intent, on the part of the members of the body present, to discuss or act as a unit upon the specific public business of that body.” N.J.S.A. 10:4-8(b), and;

WHEREAS, “communication equipment” may include electronic equipment through email, text message, social media, or any other similar device, and;



WHEREAS, communication using electronic equipment, among an effective majority of the members of a “public body” as defined by OPMA, held with the intent to discuss or act on public business, that is not open to the public, may violate OPMA; and

WHEREAS, it is appropriate for the Borough of Harrington Park to adopt guidelines regarding the use of electronic communications, such as e-mail, text messages, and other forms of electronic communication, when discussing or deliberating upon municipal business;

WHEREAS, this need to establish a policy was prompted by recent events that have occurred in Gloucester County, Burlington County, and Bergen County, involving the exchange of e-mail communications by and between elected members of governing bodies, and municipal clerks, managers, administrators, staff and professionals; and

WHEREAS, those communications, depending upon the circumstances, can be deemed to be “meetings” under the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq. (“The Sunshine Law”); and

WHEREAS, it is important for municipal officials to identify the differences between typical communications in which “the business of the municipality is not discussed”, and other forms of communication which might fall under The Sunshine Law; and

WHEREAS, the Governing Body of the Borough of Harrington Park has determined it appropriate to adopt a policy governing the use of electronic communications by municipal officials where the business of the municipality is included within the content of said communications.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Harrington Park, County of Bergen, State of New Jersey, that the following policy is hereby adopted and shall constitute the guidelines to be followed within the Borough of Harrington Park governing the use of electronic communications by municipal officials, when the business of the Governing Body is intended to be discussed:

1. E-mail communications should, as far as practicable, not include an effective majority of the governing body and should never include an effective majority of the governing body where a discussion of information related to the business of the municipality is involved.
2. Where e-mail communications do include an effective majority of the governing body, the communications should not include any request for a response. Any e-mail communication should indicate that there should be no e-mail reply or response for communication.
3. In the rare instance when a response to an e-mail is appropriate, the response must not involve any decision-making or deliberative function of the governing body or otherwise address public business as contemplated by the OPMA. Further, the response shall not be made to the entire list of e-mail addressees to avoid even the appearance of circumvention of the Act. The use of the “Reply-All” function should be avoided and any

response should be limited to a response to the sender only, such as the Administrator, Clerk, or Attorney.

4. Rolling e-mail conversations must be avoided. A 'rolling' e-mail occurs when one member of the governing body, or a third-party, contacts others via e-mail individually to successively discuss or gain opinions on an item of municipal business. This would apply to other forms of electronic communication as well. However, communications between less than effective majority of the governing body do not violate the OPMA provided the dialogue does not become a 'rolling' discussion that ends up including an effective majority of the governing body.

5. To the extent possible, e-mail communications regarding the public business of the Governing Body, when sent by Governing Body members, should be sent to the Administrator and Municipal Clerk for dissemination to other members of the governing body, professionals, or staff.

6. A member of a public body, or a third party, may communicate electronically with an effective majority of the public body if the communication is of a purely informational nature. For example, an administrator may email the council to inform them on current issues in the town or items to be placed on a future agenda.

7. This policy is adopted as a Borough Policy and shall apply to all Agencies and Boards of the municipality that are subject to the Open Public Meetings Act, including, but not limited to, the Planning Board, the Zoning Board of Adjustment, the Environmental Commission, Recreation Commission and the Board of Health.

8. Copies of this Resolution shall be provided to all elected and appointed officials and to those newly elected or appointed to any municipal agency or body that is subject to the Open Public Meetings Act.

#### **Addendum E**

##### **Resolution**

#### **VENTURE CREW CAR WASH**

**WHEREAS**, the Harrington Park Venture Crew, part of the BSA, request to use the Harrington Park Borough Hall parking lot for a fundraising car wash on June 10, 2012 between the hours of 9am-2pm.

**WHEREAS**, that the Venture Crew will contact the Superintendent of Roads, Fire Department Chief and the Police Officer-in-Charge, for their guidance in traffic control, parking and the placing of signs and directional devices, so the event will run smoothly and safely.

**BE IT RESOLVED** by the Mayor and Council of the Borough of Harrington Park that it has no objection to using the Borough Hall parking lot for the Harrington Park Venture Crew Car Wash on June 10, 2012.

#### **Addendum F**

##### **PROPOSED ORDINANCE No. 669**

**AN ORDINANCE TO FIX THE SALARY, WAGE OR  
COMPENSATION OF PERSONS HOLDING OFFICE,  
POSITION OR EMPLOYMENT IN THE BOROUGH OF**

HARRINGTON PARK, COUNTY OF BERGEN, STATE OF  
NEW JERSEY.

Be it ordained by the Mayor and Council of Harrington Park  
as follows:

<u>Description</u>	(Full Time) Or		Manner of		<u>Minimum</u>	<u>Maximum</u>
	<u>(Part Time)</u>	<u>Payment</u>				
Borough Clerk; Registrar of Vital Statistics,						
Assmt. Search Officer . . . . .	F . . . . .	C . . . . .	40,000.00	-	65,000.00	
Assessor . . . . .	P . . . . .	C . . . . .	7,500.00	-	20,000.00	
Chief Financial Officer/QPA . . . . .	F . . . . .	C . . . . .	50,000.00	-	80,000.00	
Clerk:						
Environmental Commission	P . . . . .	E . . . . .	500.00	-	850.00	
Clerk: Planning Board/ Board Of Adjustment	P . . . . .	D . . . . .	12.00/hr.	-	20.00/hr	
Construction:						
Construction Code						
Official . . . . .	P . . . . .	C . . . . .	6,500.00	-	15,000.00	
Electrical Sub-Code						
Official . . . . .	P . . . . .	C . . . . .	6,000.00	-	8,500.00	
Building Inspector . . . . .	P . . . . .	C . . . . .	4,500.00	-	10,000.00	
Building Sub-Code						
Officer . . . . .	P . . . . .	C . . . . .	5,000.00	-	12,000.00	
Fire Protection						
Sub-Code Official . . . . .	P . . . . .	C . . . . .	5,500.00	-	7,500.00	
Plumbing Sub-Code						
Official . . . . .	P . . . . .	C . . . . .	6,000.00	-	8,500.00	
Technical Assistant . . . . .	P . . . . .	D . . . . .	13.00/hr.	-	20.00/hr.	
Zoning Officer . . . . .	P . . . . .	C . . . . .	2,500.00	-	7,500.00	
Magistrate . . . . .	P . . . . .	C . . . . .	10,000.00	-	18,500.00	
Magistrate Fee						
Special Ct. Session . . . . .	P . . . . .	F . . . . .		-	100.00	
Payroll/Accts. Clerk . . . . .	F . . . . .	C . . . . .	25,000.00	-	40,000.00	
Police Chief . . . . .	F . . . . .	C . . . . .	115,000.00	-	170,000.00	
Prosecutor . . . . .	P . . . . .	G . . . . .			3,000.00	
Public Defender . . . . .	P . . . . .	F . . . . .			100.00	
Sanitarian . . . . .	P . . . . .	C . . . . .	9,500.00	-	12,000.00	
*School Guards . . . . .	P . . . . .	D . . . . .	Hired prior to 9/2009	-	41.00	
*School Guards . . . . .	P . . . . .	D . . . . .	Hired after 9/2009	-	31.00	
Or						
School Guards—Special						
Assign . . . . .	P . . . . .	D . . . . .			12.28/hr.	
Secretary:						
Board of Health . . . . .	P . . . . .	D . . . . .	10.00/hr.	-	20.00/hr.	
Recreation Commission . . . . .	P . . . . .	B . . . . .			50.00	
Tax Assessor . . . . .	P . . . . .	D . . . . .	10.00/hr.	-	20.00/hr.	
Tax Collector/Tax						
Search Officer . . . . .	F . . . . .	C . . . . .	15,000.00	-	22,500.00	
Temporary & Part-time						
D.P.W. & Recycling . . . . .	P . . . . .	D . . . . .	8.00	-	20.00/hr.	
Temporary Office Assistance	P . . . . .	I . . . . .	10.00	-	20.00/hr.	
Town Nurse . . . . .	P . . . . .	D . . . . .	20.00	-	30.00/hr.	

## PUBLIC WORKS DEPARTMENT

DPW Superintendent . . . . .	F . . . . .	C . . . . .	80,000.00	-	130,000.00
Waste Water Operator . . . . .	F . . . . .	C . . . . .		-	1,500.00

### Manner of Payment (Explanatory references to the above)

- A – Annual Salaries – paid quarterly during first pay period - March, June, Sept., and Dec.
- B – Per Meeting - vouchered
  - C – Annual Salaries – paid on bi-weekly basis
  - D – Hourly basis – paid bi-weekly on a submitted voucher
  - E – Annual Salary – paid once a year
  - F - Per session - vouchered
  - G - paid quarterly - vouchered
  - H - Annual Salary - paid monthly
  - I – Hourly basis – On submitted voucher – paid monthly

**ANNIVERSARY DATE** for full-time employees shall be the first of the year. When full-time employment begins prior to June 1<sup>st</sup> in any year the anniversary date shall revert back to January 1<sup>st</sup> of the same year. When it begins on or after June 1<sup>st</sup> the anniversary date shall not be effective until January 1<sup>st</sup> of the following year. That section shall be effective for all purposes of the salary ordinance.

**LONGEVITY:** All full-time employees will be paid the following percentages of their base pay as shown: (Includes DPW Superintendent)

- 5 years continuous full-time Borough employment . . . . . 1-1/2%
- 8 years continuous full-time Borough employment . . . . . 3%
- Above increment to be included in equal installments in regular pay periods.

\*\*Any full-time Borough Hall employee hired after December 31, 1997, is not eligible for longevity.

**LONGEVITY:** All full-time DPW & Police Department employees will be paid the following percentages of their base pay as shown: (Excludes DPW Superintendent)

- 5 years continuous full-time DPW/Police Dept. employment . . . . . 1-1/2%
- 8 years continuous full-time DPW/Police Dept. employment . . . . . 3%
- 11 years continuous full-time DPW/Police Dept. employment . . . . . 4%
- 14 years continuous full-time DPW/Police Dept. employment . . . . . 5%
- 18 years continuous full-time DPW/Police Dept. employment . . . . . 6%
- 23 years continuous full-time DPW/Police Dept. employment . . . . . 7%

\*\*Any DPW employee hired after January 1, 1995, is not eligible for longevity.

**PAID HOLIDAYS:** FOR FULL-TIME Borough employees shall be thirteen (13).

These to be paid:

January 2 . . . . .	New Year's Day
February 20 . . . . .	President's Day
April 6 . . . . .	Good Friday
May 28 . . . . .	Memorial Day
July 4 . . . . .	Independence Day
September 6 . . . . .	Holiday
September 7 . . . . .	Labor Day
November 12 . . . . .	Veteran's Day
November 22 . . . . .	Thanksgiving Day
November 23 . . . . .	Holiday

December 24 .....	Christmas Eve holiday
December 25 .....	Christmas Day holiday
December 26 .....	Holiday

**OVERTIME:** There is no provision for overtime in this Ordinance.

**VACATION PAY:** Full-time Borough employees are entitled to paid vacations as follows:

Six months (employment) – 1 year .....	1 week
2 – 5 years .....	2 weeks
6 – 10 years .....	3 weeks
11 – 18 years .....	4 weeks
19 & over .....	5 weeks

**EFFECTIVE DATE:** This Ordinance shall take effect immediately after passage and publication as provided by law and shall be retroactive to January 1, 2012.

**Addendum G**  
**Proposed Ordinance #670**  
**BOROUGH OF HARRINGTON PARK**  
**ORDINANCE REQUIRING THE ISSUANCE OF**  
**A CERTIFICATE OF CONTINUED OCCUPANCY**

Whereas, the Borough of Harrington Park is desirous of providing for the health safety and welfare of all its residents;

Whereas, the Borough of Harrington Park is required by the Bergen County Utilities Authority (BCUA) to actively investigate and terminate illegal discharge into the common sewer system;

Whereas, the Mayor and Council of the Borough of Harrington Park have determined that these common objectives of providing for health, safety and welfare along with the prevention of illegal discharge into the county sewerage system can be accommodated by and through the implementation of an inspection upon a change in ownership or occupancy of the premises;

Now Therefore Be It Ordained by the Mayor and Council of the Borough of Harrington Park that the following Certificate of Continued Occupancy Ordinance is hereby adopted and set forth as follows:

**Residential Certificate Required**

No person shall occupy, rent, lease, transfer title, or inhabit as a tenant or tenants or occupy as an new owner of any residential or commercial use until the current owner or representative of such owner (including an attorney representing the owner or prospective purchaser of such property) has applied for and secured a certificate of Continued Occupancy from the Building Department of the Borough of Harrington Park.

**Conditions**

An inspection shall be conducted to insure applicable municipal ordinances affecting the use and occupancy of the premises had been reasonably maintained and that there are no, [including ordinances governing sidewalks] plumbing/sump pump or cross infiltration of sanitary sewers as well as inspection of work for which a Uniform Construction Code Permit was issued.

[In addition and concurrently with this inspection shall be an inspection by the Harrington Park Fire Prevention Bureau for which smoke detectors and carbon monoxide detectors shall be inspected.]

#### Responsibility of Owner for Application

The current owner, landlord, prospective buyer/tenant or any agent of any residential or commercial premise, about to be sold, transferred or newly occupied shall apply for a CCO provided by the Harrington Park Building Department.

#### Temporary Certificate of Continued Occupancy

A temporary certificate of continued occupancy may be issued at the request of the owner, landlord, prospective buyer/tenant or any agent tear of provided that a suitable escrow is established to cover any and all requested conditions for the issuance of a CCO. Escrow monies will be held in the accounts of either of the respective attorneys for the seller or buyer [or if no attorney is involved then with the Chief Financial Officer of the Borough. No temporary CCO shall exceed 90 days unless extenuating circumstances are shown.

#### Enforcement

Upon receipt and review of a complete application by the Construction Official, or his lawful designee an inspection shall be conducted within 21 days of the property and a CCO shall issue or a written report stating the reasons for its denial shall issue.

#### Fee

A nonrefundable fee of \$100 is required for the sale and/or change of occupancy of any commercial premise or single-family home. The fee for issuance of a CCO for an apartment will be \$50. This fee shall be in addition to any other fees that may be required for fire inspection purposes.

#### Violations and Penalties

Any person or entity who violates any of the provisions of this section shall be subject to a penalty as set forth in chapter 164, fines and penalties.

### **Addendum H Proposed Ordinance #671 Regulation of Sewer Use**

An Ordinance regulating the use of public and private sewers and drains, private wastewater disposal, the installation and connection of building sewers, and the discharge of water and waste into the public sewer system (s) and providing penalties for violations thereof;

Whereas, the Federal government has enacted and amended the Federal Water Pollution Control Act now known as the Federal Clean Water Act (33 U.S.C. 1251, et seq.) and the Borough of Harrington Park desires to remain in compliance therewith; and

Whereas, the Borough of Harrington Park is within the districts serviced by the Bergen County Utilities Authority and has contracted with the authority for the removal and treatment of the wastewater contained within its sanitary sewer system; and

Whereas, the Borough of Harrington Park desires to assure that the use of the public wastewater system operated by it will conform to the best sanitary engineering practices; and

Whereas, the Borough of Harrington Park desires to regulate the use of the public wastewater system operated by it as required by the Federal Clean Water Act; and

Whereas, the Bergen County Utilities Authorities (BCUA) has incorporated in its rules and regulations, as required by the Federal Clean Water Act, an Industrial Cost Recovery System, A User System, and rules and regulations pertaining to the use of public and private sewers and drains, which have been approved by the United States Environmental Protection Agency;

Now, Therefore, Be It Ordained by the Mayor and Council of the Borough of Harrington Park that, as required by the Federal Clean Water Act, the Borough of Harrington Park hereby enacts the Industrial Cost Recovery System, User Charge System, and rules and regulations governing the use of public and private sewers, by adopting the rules and regulations of the Bergen County Utilities Authority rules and code entitled "Bergen County Utilities Authority Rules and Regulations for the Direct and Indirect Discharge of Wastewater to the Bergen County Utilities Authority Treatment Works" and which are approved by the United States Environmental Protection Agency; and

Be It Further Ordained that not fewer than three (3) copies of the "Bergen County Utilities Authority Rules And Regulations for the Direct and Indirect Discharge of Wastewater to the Bergen County Utilities Authority Treatment Works have been and now are filed in the office of the clerk of the Borough of Harrington Park; and

Be it further ordained that the adoption of this "Sewer Use Ordinance" by the Borough of Harrington Park shall include the adoption of all future amendments to said "Bergen County Utilities Authority Rules And Regulations for the Direct and Indirect Discharge of Wastewater to the Bergen County Utilities Authority Treatment Works" provided that prior to enacting such amendments, the Borough of Harrington Park is given forty-five (45) days notice in writing of the amendment and an opportunity to comment on same at a public hearing.

## **Addendum I**

**Proposed Ordinance #672**  
**AN ORDINANCE TO AMEND FEES TO BE PAID BY PERSONS CONDUCTING BUSINESS**  
**WITH THE BOROUGH OF HARRINGTON PARK AND TO PROVIDE FOR PAYMENT OF**  
**OTHER FEES.**

Whereas, the Mayor and Council of the Borough of Harrington Park have determined that it is in the best interest of the Borough to amend certain existing fees and to provide for payment of others; and

Whereas, the amendment of such fees shall provide for better, improved and continued Borough services;

NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of Harrington Park as follows:

- 1) Section 153-9 shall be amended to include A153-9 (a) - Fees for The Administration of CCO - the fee for inspection of a single-family home and or commercial premises for CCO (certificate of continued occupancy) shall be \$100 and the fee for inspection of an apartment shall be \$50. The Inspector shall be paid the sum of \$35.00 out of each inspection fee.
- 2) Section 153-13 (a new section) entitled Administrative Fee for the Use of Special Duty-Police Overtime and for Police Vehicle Use-in addition to normal overtime duty paid to a Harrington Park Police Officer by a private contractor when required to use Special Duty-Police Presence a fee of 20% of the hourly overtime rate paid to such police officer shall be assessed and added to the cost of such Special Duty-Police Officer and represents that administrative fee incurred by the Borough of Harrington Park for administering the payment of such services; in addition, such shall pay the rate of \$200 for each Harrington Park police vehicle/Borough vehicle used by such Special Duty-Police Officer during the course of his employment.
- 3) Board of Adjustment application fee shall be increased to \$150.00
- 4) Zoning application fee shall be increased to \$50.00
- 5) Liquor licenses:  
  
Plenary Retail Consumption license fee shall be increased to \$1,026.00  
  
Plenary Retail Distribution fee shall be increased to \$504.00  
  
Club License fee shall be increased to \$90.00
- 6) Dog licensing fees shall be increased to \$13.20 for a neutered/spayed dog and \$16.20 for a dog that is not neutered/spayed.
- 7) Raffle license fee shall be \$10.00
- 8) The fee for a bounced, dishonored or returned check shall be increased to \$50.00.



**Addendum J**  
**Proposed Ordinance #673**  
**Ordinance Amending Section 131-2 Fee Schedule Chapter 131 of the Code of the Borough**  
**of Harrington Park Entitled “Fee Schedule”**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Harrington Park, County of Bergen and State of New Jersey as follows:

Section 1.      **Section 131-2 of Chapter 131 of the Code of the Borough of Harrington Park is hereby deleted in its entirety and is hereby superseded by the fee schedule annexed hereto.**

Section 2.      **All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.**

Section 3.      **This ordinance shall take effect immediately after passage and publication as provided by law.**

Section 4.      **All other parts of Chapter 131 of the Code of the Borough of Harrington Park not specifically amended herein shall remain in full force and effect.**

**FEE SCHEDULE**

1.              **NEW CONSTRUCTION (Based on cubic footage)**  
**0.06 per cubic foot**
2.              **STATE FEES**  
**0.00334 per cubic foot**  
**0.00170 per \$1,000.00 of value of construction**
3.              **RENOVATIONS, ALTERATIONS, REPAIRS, MINOR WORK**
  - A.      **\$25.00 per \$100.00 cost(\$25.00 per \$1000.00-change)**  
**(or fraction thereof)**
  - B.      **Minimum fee- \$80.00**
  - C.      **Residential Roofing                      \$25.00 per \$1,000.00**  
**All others                                      \$25.00 per \$1,000.00**  
**cost (or fraction thereof)**
  - D.      **Sheds under 300sq.ft.                      \$25.00**  
**(Residential only)**  
**\*This is non-UCC**
  - E.      **Fences    \$35.00**  
**\*This is non-UCC**

4. CERTIFICATES OF OCCUPANCY FEES
  - A. Residential 10% of cost of permit \$100.00 minimum  
Apartment \$ 50.00
  - B. Non-Residential  
10% of cost of permit \$250.00 minimum
  - C. Change of Use \$150.00
  - D. CCO \$100.00
  - E. TCO No Charge for First 30 days  
\$ 25.00 Each additional 30 days
5. VARIATIONS (UCC)
  - A. Residential \$150.00
  - B. Non-Residential \$250.00
6. SWIMMING POOLS
  - A. Above Ground \$150.00
  - B. In ground Use Alteration Fee
7. DEMOLITION
  - A. Residential \$150.00
  - B. Non-Residential \$250.00
  - C. Structural Tower \$100.00
  - D. Accessory to R-5 \$ 25.00
8. SIGNS (Commercial)  
\$75.00 EACH
9. ASBESTOS AND OR LEAD ABATEMENT
  - Asbestos Abatement \$ 70.00
  - Lead Abatement \$140.00
  - Asbestos Certificate \$ 14.00
  - Lead CCL \$ 28.00
10. PLAN REVIEW  
20% of permit fee- non-refundable- included in permit fee
11. PLUMBING FEES
  - A. Fixtures and appliances connected to the plumbing system  
Water closet/bidet/urinals \$25.00 each

	<b>Bathtubs</b>	<b>\$25.00 each</b>
	<b>Lavatory/sink</b>	<b>\$25.00 each</b>
	<b>Shower/floor drain</b>	<b>\$25.00 each</b>
	<b>Dishwasher</b>	<b>\$25.00 each</b>
	<b>Washing machine</b>	<b>\$25.00 each</b>
	<b>Commercial dishwasher</b>	<b>\$100.00 each</b>
	<b>Hot water heater</b>	<b>\$60.00 each</b>
	<b>Hose bibs</b>	<b>\$25.00 each</b>
	<b>Garbage disposal</b>	<b>\$25.00 each</b>
	<b>Indirect connection</b>	<b>\$25.00 each</b>
	<b>Vent stack</b>	<b>\$50.00 each</b>
	<b>Drinking fountains</b>	<b>\$50.00 each</b>
	<b>Floor Drains</b>	<b>\$25.00 each</b>
<b>B.</b>	<b>Special Devices</b>	
	<b>Medical gas pipe</b>	<b>\$100.00 per station</b>
	<b>Grease traps</b>	<b>\$50.00 each</b>
	<b>Oil separators</b>	<b>\$50.00 each</b>
	<b>Refrigeration units</b>	<b>\$50.00 each</b>
	<b>Water utility connection</b>	<b>\$100.00 each</b>
	<b>Sewer utility connection</b>	<b>\$100.00 each</b>
	<b>Back flow preventers</b>	<b>\$100.00 each</b>
	<b>Steam boilers</b>	<b>\$50.00 each</b>
	<b>Hot water boilers</b>	<b>\$50.00 each</b>
	<b>Gas connection (appliance)</b>	<b>\$25.00 each</b>
	<b>Active solar systems</b>	<b>no fee (state law)</b>
	<b>Sewer pumps</b>	<b>\$50.00 each</b>
	<b>Interceptors</b>	<b>\$50.00 each</b>
	<b>Fuel oil piping</b>	<b>\$50.00 each</b>
	<b>Condensate Lines</b>	<b>\$25.00 each</b>
	<b>Annual Testing Backflow Preventer</b>	<b>\$50.00 per device</b>
	<b>AC Units</b>	<b>\$50.00 each</b>
	<b>Back Flow (commercial with test ports)</b>	<b>\$100.00 each</b>

<b>C.</b>	<b>Minimum fee</b>	<b>\$80.00</b>
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12.        **ELECTRICAL FEES**

<b>A.</b>	<b>Electrical fixtures and devices</b>	
	<b>Switching outlets, lighting outlets</b>	
	<b>Receptacles 1-50</b>	<b>\$ 100.00</b>
	<b>Each additional 25 outlets</b>	<b>\$ 20.00</b>
<b>B.</b>	<b>Electrical devices/generators/transformers</b>	
	<b>2KW-10KW</b>	<b>\$ 25.00 each</b>
	<b>over 10KW and less than or</b>	
	<b>equal to 45KW</b>	<b>\$ 75.00 each</b>
	<b>over 45KW and less than or</b>	
	<b>equal to 112.5KW</b>	<b>\$100.00 each</b>
	<b>over 112.5 KW</b>	<b>\$400.00 each</b>
<b>C.</b>	<b>Motors</b>	
	<b>Up to 2hp – air handlers</b>	<b>\$ 25.00 each</b>
	<b>2hp up to 10hp</b>	<b>\$ 75.00 each</b>
	<b>over 10hp and less than or</b>	
	<b>equal to 50hp</b>	<b>\$ 45.00 each</b>
	<b>over 50hp and less than or</b>	
	<b>equal to 100hp</b>	<b>\$100.00 each</b>
	<b>over 100hp</b>	<b>\$400.00 each</b>
<b>D.</b>	<b>Service panel/service entrance sub panels</b>	
	<b>Less than or equal to 200 amps</b>	<b>\$100.00</b>
	<b>Greater than 200 amps</b>	<b>\$250.00</b>
	<b>Less than or equal to 1000 amps</b>	<b>\$350.00</b>
	<b>Greater than 1000 amps</b>	<b>\$400.00</b>
<b>E.</b>	<b>Swimming pool bonding</b>	<b>\$100.00</b>
	<b>Pool Lighting</b>	<b>\$ 50.00</b>
	<b>CSST Bonding</b>	<b>\$25.00</b>
<b>F.</b>	<b>Transfer switch</b>	<b>\$25.00</b>

	<b>G. Minimum Fee</b>	<b>\$ 80.00</b>
13.	<b><u>FIRE PROTECTION FEES</u></b>	
	<b>A. Sprinklers</b>	
	1-20 heads	<b>\$100.00</b>
	21-100 heads	<b>\$150.00</b>
	101-200 heads	<b>\$250.00</b>
	201-400 heads	<b>\$550.00</b>
	401-1000 heads	<b>\$800.00</b>
	over 1000 heads	<b>\$950.00</b>
	<b>B. Heat/smoke detectors</b>	
	1-12 detectors	<b>\$125.00</b>
	each additional 10	<b>\$ 25.00</b>
	<b>C. Each standpipe</b>	<b>\$200.00</b>
	<b>D. Each independent pre-engineered</b>	
	system (cooking)	<b>\$150.00</b>
	<b>E. Each kitchen exhaust system</b>	<b>\$150.00</b>
	<b>F. Each gas or oil fired appliance which</b>	
	is not connected to the plumbing sys.	<b>\$ 40.00</b>
	<b>G. Hot tar kettle roof</b>	<b>\$ 45.00</b>
	<b>H. Minimum fee</b>	<b>\$ 80.00</b>
14.	<b><u>ELEVATOR FEES</u></b>	
	<b>A. Each elevator installed</b>	<b>\$260.00</b>
	<b>B. Elevators, escalators, and moving</b>	
	walks requiring reinspections	
	every six months	<b>\$ 65.00</b>
	<b>C. Dumbwaiters requiring re-inspections</b>	
	every 12 months	<b>\$ 50.00</b>
	<b>D. Five year inspections and witnessing</b>	
	of text on elevators	<b>\$175.00</b>
15.	<b><u>STORAGE TANKS/INSTALLATION/REMOVAL</u></b>	
	<b>Capacity up to 2000 gallons</b>	<b>\$150.00</b>
	<b>2000 gallons and over</b>	<b>\$300.00</b>
16.	<b><u>ITEMS NOT COVERED</u></b>	

**Any items not covered in the above fee schedule shall be charged as  
per NJAC 5:23-4.20 of the New Jersey Uniform Construction Code**

**Addendum AA  
Correspondence**

4/16/12

Public hearing scheduled for May 9, 2012 for ordinance re: Historic Preservation-Borough of Closter.

4/18/12

Board of Chosen Freeholders-Approved Capital Improvements Ordinance for Administration and Finance, Parks Department, Capital Improvements, Bridges in Midland Park.

NJDOT Complete Streets Workshop-May 1, 2012.

Discharge of Debtor 18 Stonebrook Court

Nationwide Retirement Updates

4/19/12

Corresp.Copy to J. Zavardino re: 23 Stella Court and property maintenance.

4/20/12

Latz Inc. has contacted the Borough re: Composting abilities

PSEG Public Hearing Notice for May 2012

Assemblyman Robert Schroeder newsletter for Spring 2012

4/25/12

Stipulation of Settlement for Block 719 Lot 22

William Pipeline updates regarding the area's Atlantic Access Expansion Project.

Board of Chosen Freeholders Ordinances: 12-11 and 12-12 Re: DPW Local Bridges

4/27/12

Riverside Cooperative Minutes April 18, 2012.

Email received from William Pipeline in emergency response to newspaper article printed 4/26/ 12.

OPRA-Shared Service Agreements for last 5 years.

4/30/12

Legislative Bulletin for NJLM April 2012.

Correspondence regarding International brotherhood of Electrical Workers re: Verizon.

Certificate of Insurance for American Cancer Society.

NJDEP Clean Communities Grant \$7726.83.

Closter Resolution Supporting the employment initiative program of the NJ Employer support guard and reserves.

5/1/12

Clean Communities Council Grant Funds Report is required to be filed.

NJTPA Monthly report received.

Council is invited to the Bergen County 2012 Historic Preservation Commendation Awards –May 10.

Ecomatters Grant program correspondence.

BCUA Connection Fee public hearing-May 22, 2012.

Minor Soil movement correspondence for 34 Friend Terrace/ 25 Lohs Place (Neglia Engineering).

Hackensack Tidelines Spring 2012.

5/2/12

Alliance for Action-Meeting at Meadowlands-June 1, 2012.

Glen Rock Resolution Supporting the employment initiative program of the NJ Employer support guard and reserves.

5/3/12

PSEG Street Opening-First Street

BCUA Mobile On-Site Document Shred Program correspondence.

Certificate of Insurance Ingannamorte & Sons

Tax Appeal Stipulation received for B719 L22.

5/7/12

Minor Soil Correspondence-34 Friend Terrace (Neglia Engineering)

Invitation to Eagle Ceremony-June 9, 2012

Bergen County Chief Association Correspondence re: Merger and Consolidation

Engineering Estimate for Highland Field Lighting (Neglia Engineering)

Equalization Table Bergen County 2012.

2012 Sustainable Jersey Small Grants Program information received.

5/8/12

MEL Bulletins received

Board of Chosen Freeholder Resolution Proclaiming National Pet Week, national Military Appreciation Month, National Public Works Week, National Teachers Week, Asian/ Pacific American Heritage Month, Foster Care Month, Mental Health Month, Older Americans Month, Cystic Fibrosis Awareness Month, and National Historic Preservation Month.

5/9/12

OPRA Property Tax Cards-Buchhart Appraisals

Minor Soil correspondence-131 Norma Road

Board of Chosen Freeholders Ordinance: Revise speed limits on County Roads, adoption of Solid Waste Management Plan

OLV has requested road closing on Parkway and Harriot on May 15 from 11:15-11:45am

5/10/12

Notification of Board Of Adjustment application for May 23, 2012.

5/11/12

Borough of Norwood has passed resolution to Pledge Support for Employment Initiative etal.

NJ legislature will be supporting the return of ETR Funds to the individual municipalities.

Scout project request for Jon Fisher (Pondside Park).

Update of Tax Maps received from Department of Treasury.

5/14/12

Monthly Police and DPW Reports.

Updates in US Postal Service.

Support for Captain Maalouf-Retired Police Captain-Northvale NJ

Interest in Cell Tower on Property.

5/15/12

PSEG Street Opening

Cert. of Insurance TMobile.

5/16/12

Minor Soil Correspondence (Neglia Engineering) 34 Friend Terrace.

5/17/12

NJDOT 2012 Grant Program is now accepting applications.

Cert. of Insurance-Stackpole Contracting

Cablevision Updates

School Tax Levy Report 2012-2013.

